

MINUTE of MEETING of the **ANGUS JOINT NEGOTIATING COMMITTEE FOR TEACHERS** held in the Meeting Room G1, Angus House, Forfar on Wednesday 22 February 2017 at 3.30pm.

Present: Council Representatives

Councillor SHEENA WELSH (Convener of the Children and Learning Committee)
Councillor LYNNE DEVINE (Vice Convener of the Children and Learning Committee)
Dr PAULINE STEPHEN (Head of Schools and Learning and Joint Secretary Management Side)
JIM HAMMOND (Service Manager, Schools and Learning)
KELLY McINTOSH (Acting Service Manager, Schools and Learning)

Teachers' Panel Representatives

ANNA CHEYNE, GILLIAN LAWRENCE, MIKE CALLAGHAN and JOHN PRATTI
(Joint Secretary Staff Side).

In Attendance: JUDITH LYNCH (Principal HR Adviser)
DONALD MACASKILL (Democratic Services Manager)

Councillor WELSH, Convener, in the Chair

1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Margo Williamson (Strategic Director - Children and Learning) and Pamela Manley.

2. MINUTE OF PREVIOUS MEETING

(i) Correct Record

The minute of meeting of this Committee of 23 November 2016 was submitted and approved as a correct record.

(ii) Matters Arising

There were no matters arising from the previous minute.

NEGOTIATING ITEMS:

3. AJNCT CIRCULAR 4 – MUSIC INSTRUCTORS: 35 HOUR WORKING WEEK AND ADDITIONAL 35-HOURS PER ANNUM CPD

There was submitted a paper setting out a revised Circular AJNCT/4

The papers indicated that the 35 Hour Working Week for Music Instructors consisted of 195 days of which 190 would coincide with the schools year for pupils. The remaining 5 days to be used for the Instrumental Music Services in-service training programme and to coincide with the 5 days available for teacher in-service training.

In detailing the 35 hour week it was noted that there would be fluctuation from week to week in the time committed to preparation and to collegiate activities, the objective would be to plan and manage the use of time to avoid an unreasonable burden of workload in any week or period of the school session.

To assist the process of reaching agreement on collegiate time, the Instrumental Music Service would establish an appropriate consultative mechanism, based as far as possible on the Appendix of the Angus JNCT Guidelines for teachers on implementation of the 35 hour week.

The Committee approved the revised AJNCT Circular 4.

4. AJNCT CIRCULAR 10: GRIEVANCE PROCEDURES FOR ANGUS TEACHERS

There was submitted an amended Circular AJNCT/10 relating to Grievance Procedures for Angus Teachers which set out proposed changes (shown as tracked changes).

Dr Stephen indicated that the work in revising/amending the Circular was in process, aimed at making the procedure more practical. The first draft had been reviewed with HR and it was now appropriate for a small group to be set up to further review the paper.

It was agreed Mike Callaghan, Jim Hammond and Judith Lynch would make up the Group for taking this matter forward.

5. AJNCT CIRCULAR 24: LEARNING VISITS TO CLASSES

There was submitted a paper setting out a revised Appendix to Circular AJNCT/24 in relation to Learning Visits to Classes.

The paper provided detailed guidance on learning visits and set out a number of key principles and processes that would assist in informing the planning and use of learning visits.

In relation to the practical implementation of the Circular it was noted that some schools may not be following the principles. It was also noted that some work was required in defining what constituted a "learning visit". School learning walk-throughs were discussed as appropriate means for school leaders to engage regularly with the learning environment.

It was agreed that Mike Callaghan, one other member of the Teacher's Side and Kelly McIntosh take this forward.

6. AJNCT CIRCULAR 33: RECRUITMENT PROCEDURES FOR TEMPORARY PROMOTED POSTS IN PRIMARY AND SECONDARY SCHOOLS

There was submitted a draft Appendix to Circular AJNCT/33 which set out arrangements for the recruitment of staff to temporary posts of responsibility in primary and secondary schools on an acting basis. The posts covered by these arrangements included Acting Head Teachers, Acting Depute Head Teachers and Acting Principal Teachers.

In relation to who was eligible to apply for acting principal teacher posts within secondary schools (para 3.5), it was noted that it referred to "expressions of interests would be sought from class teachers with more than five years teaching experience".

Some concerns were expressed by the staff side in relation to some health and safety and competency issues. Dr Stephen requested that to assist in taking this forward that Mike Callaghan provided some evidence to support their view. Dr Stephen indicated that she would contact other education authorities to establish their current practice.

7. REVIEW OF AJNCT AGREEMENTS

With reference to Article 6 of the minute of previous meeting, there was submitted a paper which listed AJNCT Agreements 1-30 along with the date each agreement had been reviewed and the proposed timescale for the recommended action.

Dr Stephen indicated that, whilst a lot of work had been done in progressing this, some work was still required in relation to AJNCT 3 and AJNCT 15, which it was hoped would be combined into one piece of work.

It was agreed that work on combining AJNCT 3 and 15 be deferred until work on AJNCT 3 and 33 had been completed.

CONSULTATIVE ITEMS:

8. SECONDARY SCHOOL WEEK IMPLEMENTATION PLANNING

Dr Stephen provided an update in relation to progress. Mike Callaghan and John Pratti had previously been briefed on these changes. Planning for Friday afternoon activities was well underway. A plan had been produced from Active Schools for S1 to S3 pupils with some opportunities for older young people being undertaken with sports coaches. It was noted that

some work was still required for Angus Alive regarding potential reduced rates for the use of sports facilities.

(Mike Callaghan left the meeting at this point.)

9. VIOLENCE AND AGGRESSION JOINT WORK

John Pratti indicated that in light of recent difficulties, significant efforts had been made to be more proactive in this area, which had involved a series of visits and information gathering in a selection of primary and secondary schools. A lot of data and advice had been collected. It was likely that the direction of travel for this work would be an AJNCT agreement to identify a set of overriding principles.

Dr Stephen indicated that some more awareness training was required with some schools to ensure that all incidents were being reported. Dr Stephen also stressed the importance of moving towards a truly digital reporting mechanism.

10. IMPLICATIONS FOR EDUCATION OF ANGUS COUNCIL BUDGET 2017-2020

Dr Stephen gave a brief outline in terms of the Children and Learning budget for 2017/2020 and highlighted two main areas, namely the review of the School Estate, which it was hoped would be reported to a meeting of the new Council (following the local government elections) and also the impact of staff slippage targets.

11. DATE OF NEXT MEETING

The Committee noted that the next meeting was scheduled to take place on Wednesday 31 May 2017 at 3.30pm.

The Convener, on behalf of the Committee, paid tribute to John Pratti who would shortly be retiring and wished him well in his retirement.